

January 2014
Department of Aging and Disability Services

Re: Required Reporting to the Guardianship Certification Board for Calendar Year 2013

Texas Estates Code 1104.258 [formerly Probate Code § 697A(b)] requires DADS to submit a statement to the GCB. The statement must include the name, address and telephone number of each employee who is or will be providing guardianship services to a ward of DADS, and the county or counties in which each employee is providing or is authorized to provide those services. The reporting requirements are the same as for calendar years 2011 and 2012.

Following the same protocol as previous years, DADS will send one report to the Board for all its affected employees. Please visit the [Board's website](http://www.txcourts.gov/gcb/reporting.asp) to download a form for use in reporting this information (www.txcourts.gov/gcb/reporting.asp). Please submit the completed form to my attention at the e-mail address or the post office box address shown on the form; an e-mail submission is preferred.

If you have any questions, or if I may be of assistance to you, please contact me. My direct phone number is 512/475-2873, and my e-mail address is lesley.ondrechen@courts.state.tx.us.

Lesley Martin Ondrechen
Director, Guardianship Certification Program